Tahseen Asad
Adv.tahseenmangi@gmail.com
Mobile:0300-8911291

Dear Sir/Madam

I have done **Bachelor Of Law** in the year 2018 with a 2nd Division I have a relevant educational field.

I will be the suitable candidate for the position you looking for. I would be excited to be a part of it. I am a familiar with **Legal Associate** At Moulvi Law Associates DHA Karachi program including employee's compensation, training and development, and performance Management. I have a strong communication, and inter personal skills and proficient in **MS office**. I am a team oriented; self motivated.

I have attached my resume for your review. From my resume if you feel that I will be the suitable candidate for the position you looking for then please contact me I can be reached at the above telephone numbers and looking forward to hearing from you.

Sincerely yours

Tahseen Asad

Enclosure: Resume

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Tahseen Asad

Address: Address: Flat 502 5th Floor Madina Garden Binoria Town Jamshed Road Karach
Mobile No: +92300-8911291
Email: adv.tahseenmangi@gmail.com

Career Objective

Seeking a challenging position in progressive organization with an aim to contribute positively towards the achievements of its objectives to the best of my capabilities and to developed and improves my professional skills.

Education

Bachelor of Law LLB

Bachelors of Arts

Government Islamia Science College .
Intermediate (Science)

Govt Modern High School.
Matriculation Science.

Experience

ORGANISATIONAL EXPERIENCE

Tenure	Company Name	Designation
Present	**Moulvi Law & Co.** **Advocate & Legal Consultant** **DHA Karachi.**	Associate
2018- 2020	**AT & Tc PVT LTD**	HR Assistant.
2016 – 2018	**BP Industries Pakistan**	HR Assistant

Internship

Internship MCB Bank Ltd — 8th June 2015 to 20th July 2015
Retail Banking Group-South
MCB Circle Office MCB Tower Karachi.

I.T Skills

Certificate in Information Technology from **S.I.M.S** Information Technology.
Proficient in Microsoft Office Applications: Word, PowerPoint and Excel. VB, Photoshop, MS Outlook, Internet

Short Courses

Networking & Telecommunication
Import Export Course.

Personal Skill

Capability to be Innovate and Solution Oriented
Demonstrated ability to work under tight Schedules

Language
English, Urdu.